



**Cowichan Sports Tourism  
Event Equipment Loan Program  
Reservation Form**

Name of Applicant: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Date of Application: \_\_\_\_\_

**EVENT DETAILS**

Date(s) of Event: \_\_\_\_\_

Event Title: \_\_\_\_\_

Organization: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Event Location: \_\_\_\_\_

Requested Pick up date/time: \_\_\_\_\_

Requested Drop off date/time: \_\_\_\_\_

**EQUIPMENT**

Please request the number of items required. Total inventory is listed next to equipment description.

_____	<b>Cable Covers (3' length)</b>	<b>6</b>	
_____	<b>Chairs (Folding)</b>	<b>100</b>	
_____	<b>Tables (8')</b>	<b>10</b>	
_____	<b>Tents (10 x 10)</b>	<b>4</b>	
_____	<b>Tent side/back panels</b>	<b>9</b>	
_____	<b>Tent weights</b>	<b>12</b>	
_____	<b>Portable Sound System</b>	<b>1</b>	
_____	<b>Inflatable Start/Finish Arch</b>	<b>1</b>	Size: 20 ft width x 14 ft height x 3 ft tube diameter. Inner size 14 ft width x 11 ft height.

**Disclaimer**

Acceptance of this request releases the Cowichan Valley Regional District and Cowichan Sports Tourism from any and all liability relating to the use, placement or transportation of the loaned equipment.

Signature: \_\_\_\_\_ (required upon receipt of equipment)

***Please submit to:***

***CVRD Island Savings Centre, 2687 James Street, Duncan, BC V9L 2X5 or by email to [amacfarlane@cvrd.bc.ca](mailto:amacfarlane@cvrd.bc.ca)***